

## **II. APPROVAL OF MINUTES**

### **A. Minutes of the October 24, 2007 Commissioners meeting**

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**Suggestion motion:** I move that the minutes of the October 24, 2007 Board of Library Commissioners meeting be approved as distributed in Board Document 08-11.

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### **DRAFT MINUTES OF THE IDAHO BOARD OF LIBRARY COMMISSIONERS OCTOBER 24, 2007 MEETING**

The Idaho Board of Library Commissioners meeting was called to order at 9:25 AM on Wednesday, October 24, 2007 at the Eastern Idaho Technical College in Idaho Falls. Participating were: Bruce Noble, Chair; Larry Weeks, Vice-Chair; Sara Staub; Dick Rognas; Pete Black; and State Librarian, Ann Joslin. Also attending the meeting were: Richard Wilson, Associate State Librarian; Pamela Bradshaw, Program Supervisor; Frank Nelson, Eastern Idaho Field Consultant, and Shirley Hansen, Librarian, serving as recorder.

#### **I. Call to order, Revisions to Agenda, Announcements**

There were no revisions or additions to the agenda.

The conference call scheduled for December 7, 2007 was changed to a face-to-face board meeting to be held on December 14, 2007.

#### **II. Approval of Minutes**

**MSC Rognas/Weeks** that the minutes of the July 27, 2007 Board of Library Commissioners meeting be approved as distributed in Board Document 08-02.

Noble abstained due to his absence from the July meeting.

#### **III. Open Forum**

None.

#### **IV. Legislation – Policies – Rules**

## **A. Legislation.**

### **1. Draft Idaho Code 33-2505.**

Joslin presented Board Document 08-04, the draft legislation to replace the current depository library system, Idaho Code 33-2505, with a digital repository for state publications. This draft legislation is a result of one of the recommendations made by the 2006 Task Force on state public documents.

The draft legislation was distributed to members of the 2006 Task Force, directors of the depository libraries, the director and staff of the Historical Society and Archives, and several other agency directors. There is general agreement that the proposed change is a positive one.

Joslin pointed out that the fiscal impact of this legislation includes 3 additional staff positions, equipment, and software licensing. However, implementation should result in long term cost savings for the State as well as better access to the publications. If the legislation is passed without funding, staff will continue with the current low level process until funding is available. The Governor's office gave approval for the Commission to proceed with the legislation, but funding for implementation will not be included in his budget recommendations. If the legislation passes, the State Librarian will request funding from JFAC at that time.

Black questioned what will happen to the Commission's copy of state documents if the legislation passes. Joslin explained that the Commission is no longer keeping any copies of state publications. State agencies often submit fewer than the 20 copies currently required by law. Of the copies submitted, one is sent to the Historical Society and Archives, one to the University of Idaho Library, and the rest are distributed to the remaining depository libraries in priority order.

Joslin stated that Wilson, Angevine, and support staff have spent a lot of time in research as well as in developing processes to create the digital repository. To date about 3,000 Idaho state publications have been uploaded to WorldCat and are searchable via both LiLI Unlimited and Google.

**MSC Staub/Black** that the Commission for Libraries proceed with legislation to replace the current public documents depository library system with a digital repository of state publications.

## **B. Policies.**

None.

## **C. Rules.**

**1. Update on Rules Change – Information item.**

Joslin reported that no comments were received on the Commission's proposed rule changes and that the document will go forward to the Education Committees for approval in the next legislative session.

**V. Library Services and Technology Act (LSTA)**

**A. Finances**

None.

**B. Program**

**1. Five-Year State Plan – Information item.**

Joslin presented Board Document 08-10, a letter received from Anne-Imelda Radice, Director of the Institute of Museum and Library Services, commending the Commission for the submission of an excellent Five-Year Plan (FY 2008-FY 2012). Hooper wrote most of the plan, aligning it with the Commission's Strategic Plan required by the State of Idaho. The plan was approved by IMLS after some changes were made to make it consistent with recent interpretation of LSTA priorities.

**C. Grants**

**1. Just-In-Time applications received.**

Joslin reported one Just-in-Time application for more than \$10,000 was received since the June Commissioners' meeting. Both the ICFL staff and the LSTA Advisory Council recommended funding of this application with the stipulation that the applicant secure signed contracts with its partners before ordering or purchasing equipment.

**MSC Weeks/Rognas** that the Just-in-Time grant application "Ada Express" submitted by the Ada Community Library be approved in accordance with the conditions stated in the State Librarian's notification of award and grant agreement and with the stipulation that the applicant secure signed contracts with its partners before ordering or purchasing equipment.

Joslin pointed out that Board Document 08-05 also includes Just-in-Time continuing education grants awarded to libraries since the June meeting.

**VI. General Fund and Miscellaneous Revenue Fund**

**A. Finances.**

**1. FY2009 agency budget request.**

Joslin reported that the FY2009 budget request, as presented in Board Document 08-06, was prepared according to Division of Financial Management and State Board of Education budget guidelines and included a line item to expand the Read to Me program. The budget request was approved by the State Board of Education in August and submitted to the Division of Financial Management (DFM) in September.

**MSC Rognas/Staub** that the FY2009 agency budget request be approved as submitted to the Division of Financial Management and that the State Librarian be authorized to make adjustments in the request as may be required by DFM.

**B. Program.**

None.

**C. Grants.**

None.

**VII. State Librarian's Report**

**A. Operations.**

None.

**B. Management Team Members' Reports – Information item.**

Joslin presented Hooper's report on the recently completed Digital Natives focus groups. The report was broadly distributed to libraries and trustees. Stephen Abram listed comments on the final report on his blog and the report was highlighted at the recent Idaho Library Association conference.

Staff are identifying next steps including presentations at spring conferences of the Idaho Library Association, developing a facilitator's guide for group discussion of the findings, a six-week online course for working with teens and technology, presenting a pre-conference at next summer's Pacific Northwest Library Association conference, and an event next summer to follow up on the information.

A note from a Stanley Library Trustee complementing the Commission for sharing the data from this study was read.

**C. Personnel Report – Information item.**

Joslin presented Board Document 08-07 which highlighted new hires, terminations, promotions and current vacancies.

**D. State Librarian's Travel – Information item.**

Joslin provided a summary of her travel from January through July 2007 in Board Document 08-08.

**E. Other.**

None.

**VIII. Old Business**

**A. Joint Facilities Planning – Information item.**

Joslin reported that the Supreme Court submitted a FY2009 capital budget request, as described in Board Document 08-09, to the Permanent Building Fund Advisory Council. The request grew out of several joint planning sessions with Court staff, the director of the University of Idaho Law School Library, Commission for Libraries staff, and a Public Works architect. The \$175,580 request is for program/schematic design services, tests and permits as part of the planning process for a proposed Idaho Law Learning Center.

**IX. New Business**

None.

**X. Executive Session**

None.

**XI. Adjournment**

Meeting adjourned at 11:20 a.m.